## WISCONSIN STATE LAW LIBRARY Borrow by Mail Policy

Wisconsin judges, court staff and attorneys may use our Borrow by Mail service to borrow library materials and have them shipped directly to them.

Materials are shipped within 24 hours of receipt of your request, Monday through Friday.

## Attorneys

Cost depends on the delivery method you choose:

- UPS ground service: \$10.00 per item plus return delivery.
- FedEx delivery: \$10.00 per item, plus FedEx charges billed directly to your FedEx account. You are also responsible for return delivery costs.
- Interlibrary delivery to the MLRC: No charge. You may also return the materials there for free delivery back to the State Law Library or ship them directly at your own expense.

The loan period is 3 weeks, with an option to renew them for one additional week if needed. You may renew materials online with your library card number or you may contact our Circulation Desk for assistance.

## **Judges and Court Staff**

- Materials are shipped at no charge; you are responsible for return delivery costs.
- We use UPS ground service unless you request another method.

The loan period is 30 days. You may renew materials online with your library card number or you may contact our Circulation Desk for assistance.